



**OFFICE OF THE CHIEF PROCUREMENT OFFICER  
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018  
CHICAGO, ILLINOIS 60602-1375  
(312) 603-5370

THIS PURCHASE ORDER NUMBER  
MUST APPEAR ON ALL PACKAGES,  
INVOICES, SHIPPING PAPERS AND  
DROP SHIPMENTS.

PURCHASE ORDERED ISSUED TO

822706

T & N Chicago Inc  
444 N. Michigan Ave #510  
Chicago IL 60611

DATE

4/10/2014  
F.O.B. POINT

PURCHASE ORDER NO.

188221 - 000- OP

REQUISITION NO.

00112327 OR

COOK COUNTY FEIN: 36-6006541  
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04  
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

**SHIP TO** Judiciary - Administration  
Richard J. Daley Center  
50 W. Washington Street RM 2600  
CHICAGO IL 60602-3002

**DELIVERY INSTRUCTIONS**

DAVID SMID  
3083

312 603-

DEPT NO

3000846

Page 1 of 2

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	STENOGRAPH PAPER ===== STENOGRAPHIC PAPER - VIRGIN ===== CONTENT PAPER: 100% NON-recycled paper. QUANTITY: 150 cartons of 50 pads per carton, each pad wrapped in cellophane. PAD SIZE: 2-3/8" x 8-1/2" COLOR: white ===== NUMBERED CONTINUOUS SHEETS. ===== 300 FOLDS PER PAD. ===== PAPER SHALL HAVE BEEN PRODUCED, HANDLED AND PROPERLY STORED TO ENSURE THAT IT WILL BE DUST FREE AND WILL PROPERLY FUNCTION IN STENOGRAPHER'S EQUIPMENT. ===== DELIVERY INSTRUCTIONS ARE AS FOLLOWS: 1.)ITEMS ARE TO BE SENT ONLY WHEN REQUESTED. 2.)MUST BE AN INSIDE DELIVERY 3.)DELIVERIES WILL BE MADE IN VARYING QUANTITIES. 4.)DELIVERY MUST BE DELIVERED WITHIN 14 BUSINESS DAYS OF REQUEST. 5.)PAYMENT WILL BE MADE ONLY FOR ITEMS DELIVERED. ===== PAPER WILL HAVE MULTIPLE LOCATIONS FOR DELIVERY. ===== Internal req# 4300-005 DELIVERY LOCATIONS Official Court Reporters, 1500 Maybrook Drive Room 237, Maywood, IL 61053, ATTN: Pat Anos (708)865-6160 ** Official Court Reporters, 10220 S. 76th AveRoom 058, Bridgeview, IL 60455, ATTN: Tanya Connor (708) 974-6600	150.00 CA	48.3500	7,252.50	3000846.530605

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE CHIEF PROCUREMENT OFFICER

**RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)**

I hereby certify that I have received the goods/services reflected above and that the  
items referenced are in full conformity with the purchase order/contract.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I hereby certify that this purchase is in agreement with the requisition  
on file authorizing the expenditure and is properly approved.

CHIEF PROCUREMENT OFFICER

Date: \_\_\_\_\_

*John S. M.* 10 April 2014

*CSA*



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	<p>** Official Court Reporters, 16501 S. Kedzie Parkway, Rm. Basement, Markham, IL 60426, ATTN: Sandra Middleton (708)232-4410 Cook County, Description **</p> <p>Official Court Reporters, 2245 W. Ogden Ave, Room 5th Floor Chicago, IL 60612.ATTN: Sandra Provenzano (312)433-6930 **</p> <p>Official Court Reporters, 69 W. Washington Street 9th Floor, Chicago, IL 60602, ATTN: Kathy Lopez (312) 603-8520 **</p> <p>Official Court Reporters, 2600 S. California 4th Floor / RM. 4CO2 , Chicago, IL 60608, ATTN: Pam Taylor (773) 674-6065 **</p> <p>Official Court Reporters, 5600 Old Orchard Road Room. 204, Skokie, IL 60077ATTN: Nancy Naleway (847) 470-7290 **</p> <p>Official Court Reporters, 555 W. Harrison #4200, Chicago, IL 60077,ATTN: Nanette Comeaux-Brookins (312) 325-9100 **</p> <p>Official Court Reporters, 2121 Euclid, Room 60, Rolling Meadows, IL 60008, ATTN: Chris Weber (847) 818-2600 **</p>				
***** Total Order *****				7,252.50	